



USAID
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Acquisition & Assistance Policy Directive (AAPD)

From the Director, Office of Acquisition & Assistance Issued: April 8, 2005

AAPD 05-03

Expiration of the Pilot Program on Acquisition of Services from Small Businesses--Waiver of the Synopsis Requirement in FAR 5.2 for Simplified Acquisitions (Services)

Subject Category: Acquisition Management

Type: Other

AAPDs provide information of significance to all agency personnel and partners involved in the Acquisition and Assistance process. Information includes (but is not limited to): advance notification of changes in acquisition or assistance regulations; reminders; procedures; and general information. Also, AAPDs may be used to implement new requirements on short-notice, pending formal amendment of acquisition or assistance regulations.

AAPDs are EFFECTIVE AS OF THE ISSUED DATE unless otherwise noted in the guidance below; the directives remain in effect until this office issues a notice of cancellation.

This AAPD: ☐ Is New ☒ Replaces/ ☐ Amends CIB/AAPD No: 02-03

Applicable to:

- ☐ Existing awards; ☐ Modification required
- ☐ No later than
- ☐ As noted in guidance below
- ☒ RFPs/RFAs issued on or after the effective date of this AAPD; all other Pending Awards, i.e., 8(a), sole source, IQC
- ☐ Other or N/A

Precedes change to:

- ☐ AIDAR Part(s) Appendix
- ☐ USAID Automated Directives System (ADS) Chapter
- ☐ Code of Federal Regulations
- ☐ Other
- ☒ No change to regulations

☐ New Provision/Clause Provided Herein: If checked, scheduled update to Prodoc:

/s/

Michael F. Walsh

PURPOSE: The purpose of the AAPD is to notify USAID contracting personnel that the SBA/OFPP Pilot Program for small business synopsis waivers has expired on March 31, 2005, and it will not be extended.

BACKGROUND: CIB 99-5, entitled "Waiver of the Synopsis Requirement of Federal Acquisition Regulation (FAR) Subpart 5.2 for Small Dollar Acquisitions for Services", dated March 25, 1999, contained a class deviation to waive the synopsis requirement in FAR Subpart 5.2 for small dollar acquisitions for services. The U.S. Small Business Administration (SBA) and the Office of Federal Procurement Policy (OFPP) had issued a memorandum in July 1998 to issue class waivers from FAR Subpart 5.2 when acquiring services under the simplified acquisition threshold from small businesses. Agencies complying with the conditions outlined in this memorandum were able to increase opportunities for small businesses through a streamlined acquisition process for services valued between \$25,000 and \$100,000. USAID participated in this Pilot Program, as implemented through CIB 99-5, which expired in January 2001. AAPD 02-03 extended USAID's participation through September 30, 2004, but USAID did not avail itself of an opportunity for an additional extension through March 31, 2005. SBA and OFPP have subsequently advised us that they will not extend the Pilot Program further.

GUIDANCE: USAID contracting personnel may no longer avail themselves of the March 25, 1999 waiver of the FAR Subpart 5.2 synopsis requirement when acquiring services under the simplified acquisition threshold from small businesses. Such simplified acquisitions ranging from \$25,000 to the simplified acquisition threshold must be synopsisized unless excepted under other authority in FAR Subpart 5.202.

POINT OF CONTACT: For questions regarding the expiration of the Pilot Program, contact Mr. Kenneth Monsess in M/OAA/P at (202) 712-4913 (kmonsess@usaid.gov).